



City of Kingsburg

Community Services Department

1401 Draper Street, Kingsburg, CA 93631

Chairperson
Melissa Bethel

Vice Chairperson
Edward Moreno

Commissioners
Seth Brown
Catherine Hambleton
Sarah Chambless
Brian Griffin
Joy Bratton

Student Commissioner
Austin Bratton

Secretary
Mary Colby

COMMUNITY SERVICES COMMISSION

REGULAR MEETING

JANUARY 23, 2017

6:30PM

AGENDA

- 1. Call to Order**
- 2. Public Comments** - On any matter which does not appear on the agenda over which the Community Services Commission has jurisdiction. Comments on unscheduled items are limited to five minutes.
- 3. Approve Minutes** – Discuss and approve minutes from the Community Services Commission meeting held November 28, 2016 as mailed or corrected. Minutes prepared by Planning Secretary Mary Colby.
- 4. California Kids Plates Program Child Safety Equipment Awards** – Commission discussion regarding distribution of Safety Equipment received from the California Kids Plates Program. Presentation by City Manager Henderson.
- 5. Discussion of results from letter sent to residents surrounding Athwal Park on locating a Skate Park on the property.** – Copy of letter and maps that were distributed to residents included.
- 6. Unscheduled Matters for Commission Members** - (For discussion only. Action may not be taken. Items must appear on the agenda as a specific item to be acted upon.)
- 7. Adjourn**

COMMUNITY SERVICES COMMISSION
REGULAR MEETING
NOVEMBER 28, 2016

Call to Order At 6:34PM the Community Services Commission meeting was called to order.

Commissioners present – Chambless, Moreno, Bratton, Bethel and Student Commissioner Bratton

Commissioners absent – Hambleton, Griffin and Brown

Staff Present – City Manager Alex Henderson and Planning Secretary Mary Colby

Others Present – Michelle Roman, City Council Liaison.

Public Comments – No citizens present who wished to comment at this time.

Approve Minutes – Commissioner Moreno made a motion, seconded by Commissioner Chambless to approve the minutes from the Community Services Commission meeting held October 24, 2016 as presented. The motion carried by unanimous vote of those Commissioners present.

Commission discussion and direction to staff regarding a recommendation to the City Council on the location and funding of a Skate Park.

Commissioner Bratton stated that two designs were put out on social media and voted on; option B was overwhelmingly the most popular choice which was a portable design. Costs for the equipment is \$160,000. Concrete would be additional at approximately \$37,000.00. This could be built in two phases which would give the Commission time to secure additional funding whether from a future budget allowance or private funding.

After a lengthy discussion regarding phasing, costs, possible funding options and features, the Skate Park Subcommittee was asked to bring back to the Commission at their next meeting an easy to understand breakdown of the cost for all pieces individually and phased and the cost for concrete. Also asked to include the dimensions of total skate park and phases and a timeline for completion. A recommendation cannot go to City Council until all of the details are laid out in detail.

Commission discussion and scheduling of new Commissioner Orientation workshop.

Present the Brown Act and brainstorming for goals the Commissioners would like to attain. Refresher on prior orientation. City Manager Henderson will put together an agenda and schedule some dates after the first of the year.

Continued discussion regarding disbursement of 2016/2017 budget allowance.

\$40,000.00 towards skate park and \$10,000.00 for other smaller projects. Additional money could be available if a formal request is made with solid proposals.

Come back to next meeting with specific items to be purchased and prioritized. Or at orientation meeting use this time to create list and prioritize.

COMMUNITY SERVICES COMMISSION
REGULAR MEETING
NOVEMBER 28, 2016

Unscheduled Matters for Commission Members -

Commissioner Moreno stated that he heard from a citizen there is a hole in the fence at the dog park and the latch on the gate is not working properly. He asked that the City workers inspect the fencing and hardware from time to time to be sure it is in good working order.

Commissioner Chambless stated that there is someone feeding the stray cats at the dog park and they are causing a problem. Some of the cats attacked a small dog and when the owner came to its rescue the cats attacked the owner. Ms. Chambless stated that she is investigating the establishment of a feral cat colony and researching what can be done about this problem.

Next meeting scheduled for December 19th 2016 6:30PM

Adjourn – At 7:35PM Commissioner Moreno made a motion, seconded by Commissioner Bratton second to adjourn the Community Services Commissioner meeting. The motion carried by unanimous vote of those Commissioners present.

Submitted by

Mary Colby
Planning Secretary



KAREN L. SMITH, MD, MPH
Director and State Public Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

September 12, 2016

RE: Kids' Plates Request For Application

Dear City of Kingsburg:
schmal@cityofkingsburg-ca.gov

Thank you for submitting an application to the **California Kids' Plates Program Child Safety Equipment Distribution Request for Applications (RFA): August 2016**.

I am pleased to inform you that your application was selected for award and you will be receiving the following quantities and types of child safety equipment:

- 8 convertible child safety seats.
- 96 multi-sport safety helmets.
- N/A life vests.
- N/A smoke alarms.

Please note: The quantities and types of items listed above may be different from what you requested in your application.

As a reminder, it was the intent of the RFA to supply child safety equipment to those entities in California with the capacity to conduct successful education and outreach. Therefore, as agreed upon in your application, the following is required:

- If you are receiving convertible child safety seats, you **MUST** have a Certified Child Passenger Safety Technician available to you who will provide education and demonstrate proper installation, as follows nationally recommended best practice.
- If you are receiving multi-sport safety helmets, you **MUST** demonstrate proper helmet fit and provide education on helmet use to those receiving the multi-sport safety helmets.
- If you are receiving life vests, you **MUST** demonstrate proper life vest fit and provide education on life vest use and water safety to those receiving life vests.
- If you are receiving smoke alarms, you **MUST** ensure that a trained individual installs the smoke alarms and provides education on use and maintenance.



In addition, consistent with the requirements of the RFA:

- You must distribute your allotted safety equipment before **June 30, 2017**.
- You must disseminate safety equipment items at no-cost for the benefit of California children up to age 18 who are from low income families.
- You must complete an online progress report that will be due July 31, 2017.

The delivery of safety equipment will occur in January 2017. You must be able to receive the quantities and types of safety equipment listed above at the time of delivery, without advanced notice or special delivery options (e.g., lift gates). Although there is no guarantee, every effort will be made to make tracking information or shipment notification available to you. We will use the contact and delivery information you put in your application. If there is any change to that information, you must notify us **by Friday, October 14, 2016**, or risk having your safety equipment forfeited.

Although it is not permissible to use the CDPH logo without prior approval, you are encouraged to give the following attribution when appropriate: Child safety equipment provided by the California Department of Public Health's Kid's Plates Program, with funding from the sale of specialized vehicle license plates (Child Health and Safety Fund). www.cdph.ca.gov/programs/Pages/KidsPlates.aspx

If you have any questions or concerns, please contact us by email at: kidsplates@cdph.ca.gov.

Again, congratulations and thank you for your continued dedication and commitment to preventing unintentional injuries, disabilities, and deaths among children in California!

Sincerely,

A handwritten signature in black ink that reads "Stacy Alamo Mixson". The signature is written in a cursive, flowing style.

Stacy Alamo Mixson, M.P.H., Chief
Safe and Active Communities Branch



City of Kingsburg
1401 Draper Street, Kingsburg, CA 93631-1908
(559) 897-5821 (559) 897-5568

Michelle Roman
Mayor

Bruce Blayney
Mayor Pro Tem

COUNCIL MEMBERS
Staci Smith
Sherman Dix
Laura North

Alexander J. Henderson
City Manager

January 5, 2016

Dear Resident:

I am writing on behalf of the Kingsburg Community Services Commission. As you may already be aware, the Commission has been working over the last eighteen months on a potential permanent skate park. This process has included:

- Several public meetings with input from community members and individuals from the skating community;
- Discussions on potential locations, including both temporary and permanent in nature;
- Rental of temporary equipment for “pop up skate park” experiences during our community festivals;
- Development of a skate park subcommittee to help define the needs and specifics of a permanent facility;
- Engaging a professional skate park design/construction company to assist with design and cost estimates

Currently, the Commission is exploring a permanent solution to be located in Athwal Park, given its proximity to a school playground and large open concept. Included with this letter is a proposed skate park design with dimensions, as well as park layout to show the proposed location.

You are being sent this letter given your proximity to the proposed location. We are hopeful to gather any input from local neighbors prior to moving forward with any official recommendation. It should be noted that the Commission will first make a recommendation to the full City Council prior to any work commencing. Your input will help with that recommendation.

We would ask that you return any comments, concerns, suggestions or questions to City Hall, 1401 Draper St., prior to Wednesday, January 18. You can also contact City Hall at 897-5821, or by emailing Director of Administrative Services, Christina Windover, at cwindover@cityofkingsburg-ca.gov

We appreciate your help!

Sincerely,

Joy Bratton,
Community Services Commission Member



AVENUE D AVE

AVENUE E AVE

W LINDQUIST ST

LINDQUIST ST

Proposed Skate
Park



W NEVADA ST

MORGAN DR

W NEVADA ST

W MARIPOSA ST

Reagan Elementary
School

LAKE ST

DIANE AVE



W KERN ST

KERN ST